



Peace Corps-Philippines

The U.S. Peace Corps Agency in the Philippines seeks qualified candidates for the position of:

PEACE CORPS MEDICAL OFFICER (PCMO)

WORK DURATION: Full-time – 40 hours per week. Personal Services Contract

U.S. Peace Corps seeks a Medical Doctor or Nurse Practitioner with independent practice experience to serve as a Peace Corps Medical Officer (PCMO). The PCMO provides health care, education, counseling services and manages the Peace Corps Volunteer health care program in the Philippines.

The U.S. Peace Corps was established in 1961 by President John F. Kennedy. It is a humanitarian, development agency devoted to world peace and friendship.

DUTIES AND RESPONSIBILITIES:

- Routine primary health care to Peace Corps Trainees and Volunteers in the Philippines, including treatment of common illnesses and injuries in accordance with Peace Corps medical guidelines
- Individual short-term counseling on disease prevention, adjustment issues, stress management and cross-cultural problems.
- Response to emergency medical situations
- Member of Senior Peace Corps Staff in the Philippines
- Design and presentation of health training sessions
- Visits to Peace Corps Volunteers' sites or other localities throughout the Philippines
- Administrative tasks of the medical office, including budget management and clerical tasks
- Inventory of medical supplies and equipment
- Alternating 24-hour, on-call duty responsibilities with other PCMOs

REQUIREMENTS: *(candidates that do not meet the minimum requirements will not be considered)*

- Medical degree from an accredited school [listed in the Foundation for Advancement of International Medical Education and Research]
- ***Previous experience working with a U.S. government agency will be a plus.***
- Minimum ***three years'*** experience in professional practice, hospital or clinic setting
- Current license to practice from the Professional Regulation Commission
- Experience in managing mental health issues including counseling of patients
- Experience in training design and presentation of health related materials
- Working knowledge of MS Word, Excel, Access, Outlook
- Ability to effectively support a diverse group of American Volunteers, ranging in age from 22 - 82
- Ability to communicate effectively in oral/written English and Filipino
- Professional, hardworking, reliable, and diligent with excellent interpersonal skills
- Willing to travel throughout the Philippines, to the USA or internationally during medical evacuations
- Ability to work under minimal supervision
- Hold a valid passport with ability to obtain a U.S. Visa and successfully pass a background investigation
- **Note: Peace Corps' full-time PCMOs are PROHIBITED from operating a private practice on the side.**

SALARY AND BENEFITS:

- Salary range from **PhP1,146,035 to 1,361,226**, depending on qualifications and experience
- Additional bonus equal to 17.33% of annual basic salary
- Supplemental retirement program, fully funded by Peace Corps
- Medical/Hospital benefits patterned on the U.S. Embassy in the Philippines' benefits package
- Annual overseas Continuing Medical Education (CME) conferences sponsored by Peace Corps

PROCEDURES FOR APPLICATION:

Interested applicants for this position must submit the following initial documents to be considered:

1) A cover letter addressed to

JEAN E. SEIGLE

Country Director – US Peace Corps (Phils)

6th Floor PNB Financial Center, Macapagal Avenue, Pasay City

2) A Resume or CV that includes the following information:

- Professional positions held, identifying duties, responsibilities, dates of employment and reason for leaving
- Education and training, identifying universities attended, dates of attendance, degrees and diploma
- Professional licenses, certificates and registrations
- *An accounting for periods of unemployment longer than 3 months*

3) Completed PCMO forms listed below:

3.1 A completed *PCMO application form*

3.2 A completed *PCMO applicant skills survey*

3.3 A completed MD Privileging Form

Or a completed Privileging form for nurse practitioners as appropriate: <insert link here>

Above forms are available from the Peace Corps Philippines website, with the address herein

<http://philippines.peacecorps.gov/content/work-us>

Please submit all of the above via email, in MS Word or PDF or Adobe Acrobat of not more than 10MB to vacancy@ph.peacecorps.gov with “PCMO” on the subject title.

Only candidates who are fully-qualified, and who successfully pass the examination and/or panel interview, will be contacted to request the following additional documents:

- A) Three professional medical references, with two being from medical colleagues who have directly observed the applicant in a clinical setting. (one must also be from the current employer).
- B) Photocopies of:
 - Academic diplomas: please note, in addition to a copy of the academic diploma, the applicant must submit an official academic transcript and curriculum
 - Professional licenses
 - Certificates of all post-graduate training, internships, residencies, fellowships.
 - Professional registrations
- C) Any other documentation (e.g. essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed above.

Applications are due by the closing date of August 10, 2015. Only applicants who satisfactorily meet the requirements will be contacted for an initial interview and examination. For any questions, please email vacancy@ph.peacecorps.gov. Phone calls will not be entertained.

The United States Peace Corps is an Equal Opportunity Employer.